Matt Blunt Governor



Michael N. Keathley
Commissioner

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Jack Dothage Interim Director Division of Accounting

## **MEMORANDUM**

**TO:** State Agencies

FROM: OA/Accounting

**DATE:** February 8, 2005

**RE:** Release of Vendor Checks

Friday, February 11, 2005 is a state holiday. Vendor checks that are produced on Wednesday during the nightly cycle will be dated Monday, February 14 rather than Friday. Checks dated February 14 will be available for distribution to agencies on Monday morning.

If you have any questions, please contact your Agency Customer Service Coordinator (ACSC). Your ACSC will contact the OA/Division of Accounting ACSC desk if he/she needs assistance. Thank you for your cooperation.